

**WAUCONDA TOWNSHIP
REGULAR BOARD MEETING
February 21, 2018**

Call to Order: Supervisor Swanson called the meeting to order at 6:02 p.m.

Roll Call: Clerk Rowe proceeded with roll call. Answering present was: Trustee Lindberg, Trustee McKernan, Trustee Ringel, Trustee Stiller and Supervisor Swanson. Also answering present was Assessor Oaks, Highway Commissioner Weisbruch, Attorney Ridgway, and Administrator Maioriello.

Pledge of Allegiance: The Pledge was led by Trustee McKernan.

Approve the Agenda: Trustee Stiller motioned and Trustee Lindberg seconded to approve the agenda. A voice roll call was taken. All were in favor.

Approve Minutes: January 18, 2018 Regular Board Meeting

Trustee Stiller motioned and Supervisor Swanson seconded to approve the minutes. A voice roll call was taken. Motion carried.

Approve Payment of General Town Fund Bills: January 18, 2018 to February 21, 2018:

Trustee Stiller motioned and Trustee McKernan seconded to approve the payment of the General Town Fund bills. There was an additional fuel bill of \$2868.21 to be included. Trustee Stiller amended his motion to include the bill. Trustee McKernan seconded. Trustee Stiller asked about the bill for the attorney. Supervisor Swanson stated that it is a yearly bill. Trustee Lindberg asked about a web design bill. It is for updating the Township web page. Trustee Ringel would like to see the fuel bills broke down and itemized for each department. A voice roll call was taken. Motion carried.

Approve Payment of Road District Fund Bills: January 18, 2018 thru February21, 2018:

Supervisor Swanson motioned and Trustee Stiller seconded to approve the payment of the bills. There were three additional bills to be included. One was for new doors for the highway department for \$3751.25, and one for \$60.00 to pay the Commissioner's Association dues. The third one was included with the fuel bill approved in the General Town bills. Supervisor Swanson amended his motion and Trustee Stiller seconded to include the bills. A voice roll call was taken. Motion carried.

Treasurer's Report: Supervisor Swanson read the following Treasurer's Report:

General Town Fund	\$ 70,128.68
General Assistance	7,321.13
Social Security/IMRF Fund	8,732.61
Senior Services Fund	7,661.62
Road & Bridge Fund	16,070.48
Permanent Road Fund	<u>46,723.88</u>
Total:	\$ 156,638.40

Public Participation: None

Historical Society Report: President Dan Smith reported that the Historical Society will be in the expo this weekend. On May 6th, they will host a May Pole event. The first 4 Saturdays in June will showcase wedding dresses from different eras. The Historical Society has been selected to be one of the recipients for the Wauconda Bunny Hop event. They would like to use the monies to digitalize and scan the old Wauconda

Leader newspapers. They have approximately 540 newspapers. If they get enough money, they would also like to buy a server.

NEW BUSINESS: Sexual Harassment Policy: Supervisor Swanson motioned and Trustee Stiller seconded to table this until next month. The Attorney would like more time to research the standardized policy from TOI. Roll call was taken. All were in favor.

Vote: Discard meeting recordings up to August 2016: A new law was passed stating that recordings from meetings older than 18 months can be destroyed with a vote from the Board. Supervisor Swanson motioned and Trustee Stiller seconded to discard the recordings. Trustee McKernan asked if there had ever a need to go back to listen to the recordings. Clerk Rowe stated that it has never happened. The meetings are all recorded in the minutes. Trustee Lindberg, Trustee Ringel, Trustee Stiller, and Supervisor Swanson voted aye. Trustee McKernan voted nay. Motion carried.

Vote: Line Item Transfer: Supervisor Swanson motioned and Trustee Stiller seconded to approve the line item transfers. Trustee Lindberg asked why the salary account had such a large transfer. Administrator Maioriello said that the 3% payroll increase was added to the actual amount and not the budgeted amount. Supervisor Swanson stated that the transfers are done to clean up the budget. Our fiscal year ends February 28th. A voice roll call was taken. Motion carried.

Vote: Sale of Highway Department Equipment: Resolution # 02-21-18-01: Highway Commissioner Weisbruch stated that some of the items to be auctioned off were a 1994 truck, old truck computers, and poly tanks. Supervisor Swanson motioned and Trustee Stiller seconded to adopt the resolution for the sale of the equipment. A voice roll call was taken. Resolution was adopted.

Vote: Employee Manual Change 3.4: Supervisor Swanson motioned and Trustee McKernan seconded to make an employee manual change. Supervisor Swanson stated that he would to have the word “may” changed to “will” in reference to an employee taking off for three days and obtaining a doctors’ note. Currently it states that a department head “may” ask for a doctor’s excuse. Trustee Stiller asked if the policy was being abused. Supervisor Swanson stated in his opinion it was. Trustee Lindberg stated that she is not in favor of taking this action. She would like to leave it up to the discretion of each department head. If the policy is being abused, the department head should be the one to deal with it. Trustee Stiller stated that it is not always easy to get in to see a doctor within three days. Assessor Oaks believes that the Assessor’s office is the one in question. She says that her employees keep her informed when they are taking off. She also stated that to have to go to a doctor for everything could be expensive. Supervisor Swanson feels that a person who has taken off for three or more days should have a doctor’s notes saying it is okay to go back to work. Assessor Oaks stated that with the current insurance policy, it is a challenge to get in to see a doctor. Trustee Ringel suggested getting a report from all three departments on how many times employees have been more than three days off in a row. Administrator Maioriello stated that if an employee is off, does not get a doctors’ note, and not really able to return and something happens it could turn into a workmen’s comp claim. Trustee Lindberg asked about if family is sick and the employee has to stay home and take care of them. Would the employee still have to bring in a doctor’s note? Trustee McKernan stated that if an employee cannot get into a doctor, the new ruling would penalize the employee. However, there is liability if someone returns to work and is not able. Assessor Department employee Carol Kampendahl was given the floor to speak. She stated that she was recently released to go back to work after an illness and ended up back in the hospital that night. Her point is that a doctor’s note is not 100% accurate. Supervisor Swanson stated that this is to protect the taxpayer’s from allowing people back to work who should not be back and then take a chance of a lawsuit. A voice roll call was taken. Trustee McKernan and Supervisor Swanson voted aye. Trustee Lindberg, Trustee Ringel and Trustee Stiller voted nay. Motion failed.

Vote: Ethics Ordinance: Attorney Ridgway suggested tabling this until next month as he is working with the attorney general to design a policy suitable for smaller municipalities. Currently the policy the Township has is designed for bigger organizations with much different problems. There are two areas the policy should cover which are political activity and gifts. The attorney general is suggesting having the Township attorney be the ethics officer. Attorney Ridgway would like to have an outside person appointed instead of the attorney due to the relationships attorneys have with boards. Trustee Stiller likes the idea of a three person panel being the ethic officers. After some discussion regarding the different scenarios, Supervisor Swanson motioned and Trustee Stiller seconded to table and move to the March meeting. A voice roll call was taken. Motion carried.

Public Participation: None

Elected Official Report: Highway Commissioner Weisbruch stated that all the trucks have new computers systems calibrated to 1 pound of salt per mile, saving a lot of money. Sand and sand bags are available by appointment only. All pumps are currently running in Williams Park. The pump house had some rehab done.

Trustee Ringel stated that someone dumped the insides of a deer at the back of her shop. She was warning the highway department to beware.

Clerk Rowe mentioned that the General Primary is March 20th. Early voting is March 5th through March 19th.

Trustee Lindberg attended the Lake County Para-transit community meeting. She also attended the Barrington Chamber Economic summit. The Township got a lot of praise for their assistance with Port Barrington during the flooding last fall.

Supervisor Swanson stated that an archeologist got a hold of him regarding the cemetery. He has been studying it for the last 5 years and has all types of information on it. He is doing the research free and passing the info on to the Township. Working with the Lake County transit, Supervisor Swanson stated his priority would be to have two transit points that can access McRide and to have a fixed route through Wauconda. He feels that the senior busing program through the Township is a great benefit to the seniors. The Supervisor stated he has had some good comments regarding the job the highway department is doing.

Executive Session: Litigation: Supervisor Swanson motioned and Trustee Stiller seconded to move into Executive Session. Voice roll call was taken. All were in favor.

At 7:48 Supervisor Swanson stated that there was no action taken at the Executive session and moved back into the regular board meeting.

Trustee Stiller motioned to adjourn. All were in favor.

Submitted this 21st day of March, 2018

Supervisor

Clerk

Trustee

Trustee

Trustee

Trustee